

# WCAX-TV News Copy Order Form

Dubs of WCAX News stories aired during the last four weeks on either the 6:00 PM or 11:00 PM broadcasts are normally available. Stories that aired on Morning and Noon broadcasts are generally not available.

There is an **additional fee** for retrieving and copying stories that are more than four weeks old. Stories more than four weeks old may not be available. In such cases your order and payment will be returned.

Only material that has aired on a WCAX TV News broadcast is available. Outtakes are not available.

**Print this form, fill in the required information and return with payment.**

Send completed order form  
along with payment to:

**NEWS COPIES  
WCAX TV  
30 JOY DRIVE  
South Burlington, VT 05403**

## CONTACT INFORMATION

**EMAIL:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY, STATE, ZIP:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**SHIPPING ADDRESS:** \_\_\_\_\_

(If different from above) \_\_\_\_\_

**NAME OF STORY:** \_\_\_\_\_

**DATE OF STORY:** \_\_\_\_\_

**DETAILS:** \_\_\_\_\_

**Broadcast (circle one)    4PM    5PM  
6PM    11PM    AM    You Can Quote Me**

Shipping time is normally 7 to 10 business days.  
Digital Files will be sent via a downloadable link  
through email.

## COPYRIGHT NOTICE

**Program material is released for  
private viewing only and may not be  
used for any commercial, fundraising,  
Internet or broadcast purposes.  
Copying may be allowed with written  
permission from WCAX.**

## FEE SCHEDULE

**Fee Per DIGITAL Copy    \$25.00**  
**Retrieval Fee ...for stories more than  
four weeks old. This fee is in addition  
to the dub fee.    \$35.00**  
**Multi-part Series    \$75.00**  
**You Can Quote Me (for any version) \$35.00**  
**Special Event Broadcast    \$35.00**  
**ADDED Fee FOR DVD Copy    \$15.00**  
\$15.00 for each additional DVD.

**PRICES DO NOT INCLUDE VT. STATE SALES TAX.**

## Charges

**STORY FEE:** \$ \_\_\_\_\_  
**RETRIEVAL FEE:** \_\_\_\_\_  
**DVD SHIPPING ONLY:    \$4.00**  
**SUB TOTAL:** \_\_\_\_\_  
**VT. SALES TAX(7%):** \_\_\_\_\_  
**TOTAL ENCLOSED:** \_\_\_\_\_

**If Tax Exempt, attach copy of State Tax  
Exemption form.**

**PAYMENT METHOD: CHECK OR MONEY ORDER**  
**CHECK PAYABLE TO : WCAX-TV**  
**PAYMENT MUST ACCOMPANY THE ORDER.**

For WCAX use only  
Check      Received

Date File Sent  
Date Dubbed  
Date shipped